



AGENDA COMMON COUNCIL

Tuesday, August 2, 2011

**To immediately follow the 6:30 p.m. Committee of the Whole meeting
Common Council Chambers, 224 East Jefferson Street**

Mayor Robert Miller

Robert Prailes, Alderman, 1st District

Edward Johnson, Alderman, 1st District

Jim Prailes, Alderman, 2nd District

Peter Hintz, Alderman, 2nd District

Tom Vos, Council President and Alderman, 3rd District

Steve Rauch, Alderman, 3rd District

Katie Simenson, Alderman, 4th District

Jeff Fischer, Alderman, 4th District

1. Roll Call
2. Pledge of Allegiance to the Flag.
3. Citizen Comments.
4. Chamber of Commerce Representative.
5. Approval of the Common Council minutes for July 18, 2011. (*J. Fischer*)
6. Letters and Communications:
 - A. Alderman Tom Vos will be absent from the August 2nd COW and Council meetings. (*R. Prailes*)
7. Reports by Aldermanic Representatives and Department Heads.
8. Reports 1-5: (*E. Johnson*)
 - Report 1 – Park Board minutes, June 16, 2011
 - Report 2 – Burlington Housing Authority minutes, June 23, 2011
 - Report 3 – Library Board minutes, June 28, 2011
 - Report 4 - Committee of the Whole minutes, July 18, 2011
 - Report 5 – Primary Recall Election Report, July 19, 2011
9. Payment of Vouchers. (*J. Prailes*)
10. Licenses and Permits. (*P. Hintz*)
11. Appointments and Nominations: None
12. Public Hearings: None

13. **RESOLUTIONS:**

- A. Resolution 4489(14) to approve the award of bid to purchase base radios and console system for the Police Department. This item was discussed at the July18, 2011 Committee of the Whole meeting. (*S. Rauch*)
- B. Resolution 4490(15) to approve the award of bid to purchase squad mobile radios for the Police Department. This item was discussed at the July18, 2011 Committee of the Whole meeting. (*K. Simenson*)
- C. Resolution 4491(16) to approve the award of bid to purchase a 9-1-1 System for the Police Department. This item was discussed at the July18, 2011 Committee of the Whole meeting. (*J. Fischer*)

14. **ORDINANCES:**

None

15. **MOTIONS:**

- A. Motion 11-720 to reschedule the August 16, 2011 Committee of the Whole and Common Council meetings to August 17, 2011 due to the Recall Election. This item was discussed at the July18, 2011 Committee of the Whole meeting. (*R. Prailes*)

16. **ADJOURNMENT** (*E. Johnson*)

Note: If you are disabled and have accessibility needs or need information interpreted for you, please call the City Clerk's Office at 262-342-1161 at least 24 hours prior to the meeting.



CITY OF BURLINGTON

Administration Department
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1161 – (262) 763-3474 fax
www.burlington-wi.gov

Common Council Agenda Item Number: 5	Date: August 2, 2011
Submitted By: Beverly R. Gill, City Clerk	Subject: Meeting Minutes

Details:

Attached please find the Common Council meeting minutes from July 18, 2011. Staff recommends approval of these minutes.

Options & Alternatives:

N/A

Financial Remarks:

None.

Executive Action:

Staff recommends that the Common Council approve these minutes at the August 2, 2011 Common Council meeting.

**City of Burlington
Official Minutes
Common Council
Robert Miller, Mayor
Beverly R. Gill, City Clerk
July 18, 2011**

1. CALL TO ORDER - ROLL CALL

Mayor Bob Miller called the meeting to order at 7:27 p.m. starting with roll call. Aldermen present: Bob Prailes, Ed Johnson, Peter Hintz, Jim Prailes, Tom Vos, Steve Rauch, Jeff Fischer Excused: Katie Simenson

Also present: City Administrator Kevin Lahner, Police Chief Peter Nimmer, Library Director Gayle Falk, Treasurer Steve DeQuaker, Police Department Administrative Service Manager Kim Hardesty, Utility Director Connie Wilson, Fire Chief Dick Lodle

2. PLEDGE OF ALLEGIANCE

Mayor Miller led the council, staff and audience in the Pledge of Allegiance.

3. CITIZEN'S COMMENTS

Mr. Paul Mueller, 31121 Plank Road, owner of REMAX, 800 Milwaukee Avenue requested that the ChocolateFest Lease be delayed to another meeting. But, he said if it wasn't delayed he wanted to emphasize to council that there are two separate offers at hand-one from himself and one from Mr. Ken Neu. Mueller felt the major question at hand was the building on the piece of property that he is interested in purchasing. Mueller wanted to clarify that if council denies the offer because of the building, Neu's offer was still a viable offer.

Attorney Brian Wanasek, 3111 Washington Avenue spoke on behalf of WAN, LLC and their agent Mr. Kevin Bird. Atty. Wanasek encouraged a delay on the decision of the granting of the Combination "Class B" License that was on this evening's list for approval. As owners of 219 North Pine Street which is and has been a bar/restaurant, WAN, LLC would like to continue that use for the building but are in need of a Combination "Class B" License.

4. CHAMBER OF COMMERCE REPORT

None

5. APPROVAL OF COMMON COUNCIL MINUTES FOR JULY 5, 2011

A motion was made by Vos with a second by Hintz to approve the Common Council Minutes of July 5, 2011. With all in favor, the motion carried.

6. LETTERS AND COMMUNICATIONS

A motion was made by Rauch with a second by Jim Prailes to accept the letters and communications. With all in favor, the motion carried.

7. REPORTS BY ALDERMANIC REPRESENTATIVES AND DEPARTMENT HEADS

Lahner announced the hiring of Mr. Dan Jensen of Columbus, Wisconsin to fill the position of Supervisor of Streets and Parks. Mr. Jensen will begin his work with the city on August 1, 2011

Lahner also reported that the city has been in contact with the DOT regarding the closing of West Chestnut Street. Due to additional work the street will undergo a "hard" closure; the public will be made aware of this change through a press release.

Rauch questioned the progress of the landscaping at the new DPW Building. Wilson reported that watering is in progress for the new grass.

8. REPORTS 1-2

A motion to approve Reports 1-2 was made by Fischer with a second by Hintz. With all in favor, the motion carried.

9. PAYMENT OF VOUCHERS

A motion was made by Hintz with a second by Vos to approve pre-paid, vouchers and reimbursements in the amount of \$487,456.56. Rauch also questioned if this was the last payment to Riley Construction that is listed on the bill list this evening. Lahner replied that was correct. Roll Call Ayes: Bob Prailes, Johnson, Hintz, Jim Prailes, Vos, Rauch, Fischer Nays: None Motion carried 7-0

10. LICENSES AND PERMITS

The mayor advised council that he was looking for a motion for the licenses and permits with the exception of the Combination "Class B" as that will be addressed later. A motion was made by Bob Prailes with a second by Hintz to approve licenses as presented with the exception of the application for the Combination "Class B" License applied for by Lucky Star LLC. With all in favor, the motion carried.

The mayor announced that Jim Prailes and Fischer would not be part of the vote or conversation due to a conflict of interest. Fischer announced that he no longer had any financial interest in 217 North Pine Street and questioned if he should vote. The mayor replied that he should not vote on this issue. Hintz questioned if he could still vote because he was an employee of Wanasek Corporation. The mayor replied that Hintz could vote because he does not have any financial interest or relationship to WAN, LLC. Vos asked for clarification on the Combination "Class B" License that was being applied for by Lucky Star. Lahner explained that the license formerly was held by the Burlington Brewing Company but was not renewed. With the expiration of that license on June 30th it then became available. Lucky Star LLC then completed an original application for the license for their location. WAN, LLC came in after the Lucky Star application and applied but because of the 15 day statutory requirement could not be listed on this evening's meeting.

The mayor stated that council could deny, approve or hold over the Lucky Star application until the next meeting when both applications could be considered.

Atty. Brian Wanasek stated that only Lucky Star could be considered for the license this evening because of the 15 day requirement for publication of the legal notice; he said if council delayed the decision until the next meeting then both applications could be considered at the same time.

Johnson questioned if there was any precedent for issuing the license. Lahner explained that typically it has been first come, first served. The mayor stated that we have never had a case where the license has been turned back in and there was more than one business that was interested in the license.

The mayor then stated that he had been in contact with the city attorney regarding the reserve license that has been granted, but is not being used at this time with the idea of having it turned back in to the city.

Hintz questioned if this license had been turned in or did someone forget to apply. It was the mayor's understanding that it had been surrendered and not renewed.

Atty. Wanasek said the license was not owned by WAN, LLC and it was not their license to renew.

Mr. Dino Katris from Lucky Star LLC discussed his position in wanting the license. He said that when they revamped their building it was with the intention of including a bar. When they realized this license was available they applied and hoped to finish their remodeling. Mr. Katris said they hoped to be able to grow their business by offering the liquor with the meals.

Mr. Jesse Aguirre also from Lucky Star said that he was in a similar situation as WAN, LLC and had to take back a business that was going under so he said he could understand where WAN, LLC was coming from. Aguirre said that he was the first to apply and could not understand why they could not have the license.

Katris then stated that Lucky Star, LLC had followed the process and he hoped the process would work.

Mr. Paul Giammo, 181 Kendall Street said that he has a friend who is interested in purchase the building, but it is contingent upon the liquor license availability. Mr. Giammo stated that he would like to see the license remain with Wanasek.

A motion was made by Rauch to approve the license application for Lucky Star, LLC with Johnson seconding the motion. Roll Call Ayes: Johnson, Rauch Nays: Bob Prailes, Jim Prailes, Vos The motion was denied 3-2.

Bob Prailes encouraged Lucky Star to reapply and be considered at the next meeting.

11. APPOINTMENTS AND NOMINATIONS

None

12. PUBLIC HEARING

None

13. RESOLUTIONS

A. RESOLUTION 4485(10) "A RESOLUTION TO APPROVE A LEASE BETWEEN THE CITY OF BURLINGTON AND CHOCOLATEFEST"

A request for a second reading and a motion to approve was made by Bob Prailes with a second by Jim Prailes Roll Call Ayes: Bob Prailes, Hintz, Jim Prailes, Vos, Fischer Nays: Johnson, Rauch Motion carried 5-2

B. RESOLUTION 4486(11) "A RESOLUTION TO AUTHORIZE THE LEASE OF PROPERTY TO THE BURLINGTON LIONS CLUB FOR A TERM OF FIVE YEARS"

A request for a second reading and a motion to approve was made by Johnson with a second by Hintz. Roll Call Ayes: Bob Prailes, Johnson, Hintz, Jim Prailes, Vos, Rauch, Fischer Motion carried 7-0

C. RESOLUTION 4492(17) "A RESOLUTION TO APPROVE A CHOCOLATE CITY LOGO AGREEMENT WITH CHOCOLATE EXPRESSION, LLC"

A request for a second reading and motion to approve was made by Jim Prailes with a second by Johnson. With all in favor, the motion carried.

14. ORDINANCES

None

15. MOTIONS

None

16. ADJOURNMENT

A motion was made by Hintz with a second by Rauch to adjourn the meeting. With all in favor, the meeting adjourned at 7:55 p.m.

Beverly R. Gill
City Clerk
City of Burlington
Racine and Walworth Counties



CITY OF BURLINGTON

Administration Department
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1161 – (262) 763-3474 fax
www.burlington-wi.gov

Common Council Item Number: 6A	Date: August 2, 2011
Submitted By: Alderman Tom Vos	Subject: Correspondence

Details:

Alderman Tom Vos will be absent from the August 2nd Committee of the Whole and Common Council meetings.

Executive Action:

For information only.



VOS HOME IMPROVEMENT

SIDING & RESIDENTIAL ROOFING CONTRACTOR
201 KENDALL STREET · BURLINGTON, WISCONSIN 53105 · (414) 763-2213

July 18, 2011

Mayor Miller &
Burlington City Council

I will be unable too attend the Aug
2 city Council meeting. We will be on
vacation with our grand children in
Washington DC. From July 30 to Aug 7
if need be I would be able to be
reached on my cell phone

Thank you
T H Vos



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(262) 342-1161 – (262) 763-3474 fax
www.burlington-wi.gov

Common Council Agenda Item Number: 8	Date: August 2, 2011
Submitted By: City Staff	Subject: Reports 1-5

Details:

Attached please find the following reports:

- Report 1 – Park Board minutes, June 16, 2011
- Report 2 – Burlington Housing Authority minutes, June 23, 2011
- Report 3 – Library Board minutes, June 28, 2011
- Report 4 - Committee of the Whole minutes, July 18, 2011
- Report 5 – Primary Recall Election Report, July 19, 2011

Options & Alternatives:

N/A

Financial Remarks:

None.

Executive Action:

Staff recommends that the Council accept these reports at the August 2, 2011 Common Council meeting.



CITY OF BURLINGTON

Department of Public Works
Street & Park and Water Departments
2200 S. Pine Street, Burlington, WI 53105
(262) 539-3770 (262) 539-3773
www.burlington-wi.gov

CITY OF BURLINGTON PARK BOARD MINUTES THURSDAY, June 16, 2011

Chairman Darrel Eisenhardt, Commissioners Clay Brandt, Tom Follis, Kelly Kamlager, Jon Schultz, Peter Turke, Alderman Bob Prailes, Director of Public Works Connie Wilson, Student Chase Robers

Chairman Darrel Eisenhardt called the meeting to order at 6:34 P.M.

Roll Call: Present: Commissioners Clay Brandt, Jon Schultz, Peter Turke, Alderman Bob Prailes, Chairman Darrel Eisenhardt and Director of Public Works Connie Wilson. Excused: Tom Follis and Kelly Kamlager. Alderman Bob Prailes stated student representative Chase Robers was done serving on the Park Board for the summer, so it would not be necessary to send out Park Board Agendas to him.

Approval of May 19, 2011 Minutes: Chairman Eisenhardt entertained a motion for approval of the May 19, 2011 Minutes. Alderman Prailes motioned to approve, seconded by Commissioner Turke. All voted aye, motion carried.

Citizens Comments: Matt De Foe presented his Eagle Scout Project to install a fence at the Dog Park for small dogs. The fence would be a chain link fence, 50 X 100', with a bull pen type gate and fence posts that would be dug and cemented in. The approximate material costs he received from Menard's being \$1091.57. Mr. De Foe also stated that should there be any money left, he would also like to build a bench for the Dog Park.

To be included with Matt's project would be raising funds to cover the material costs. After some discussion Chairman Eisenhardt entertained a motion for the Park Board to match up to \$600.00 in funds raised by Matt to cover the costs of materials needed.

Motion to match funds up to \$600.00 to install a 50 X 100' small dog fence with bull pen gate and posts to be cemented in and completed by the end of summer, as presented made by Commissioner Brandt. Seconded by Commissioner Schultz. All voted aye, motion carried.

Alderman Prailes will check with Kevin Lahner, City Administrator on the best way to process payment. Mr. De Foe to contact Alderman Prailes with required information, once necessary funds have been raised.

Aldermanic Report: None

DPW Supervisor Report: None

New Business:

Riverside Park/Discussion of Bids Received: Connie Wilson, Director of Public Works distributed the bid tab for the Riverside Park Shoreline and Trail Improvements. Bid tab attached to Minutes. The Commissioners were somewhat concerned since bids came in almost \$10,000 higher than Blake Thiesen had projected. In addition, engineering costs were not part of the costs in the bid process.

Connie Wilson, Director of Public Works stated the bids are subject to staff and architecture review. The final bid tabs should be received by June 27th, and she would send out a copy to all Park Board Members at that time.

Old Business

Update on Gophers at Bushnell Park: Connie Wilson, Director of Public Works reported Aaron De Grave, Park Foreman has been filling the holes with dirt, but the gopher's make holes faster than he can keep up with them. After some discussion, the Park Board Members decided they would get together and try to help remedy the problem.

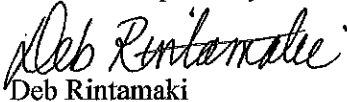
Other Items: Connie Wilson, Director of Public Works also presented Resolution No. 4484(9) going before the Common Council on June 21, 2011, to consider approving a DNR Recreational Trails Act Grant Application. The Park Board had previously approved up to \$2000.00, for Blake Thiesen to write the Grant Application that would connect Echo Park to Steinhoff Park. Costs estimated at \$127,000, with the Park Board's portion projected at \$70,200, proposed to be funded by Park Development Funds.

After some discussion, the Park Board Commissioners wondered if this was something they should be spending their limited funds on. Alderman Prailes stated the Park Board Members could be present at the Council Meeting if they chose. Also discussed was whether or not all the approved \$2000.00 had been spent writing the Grant Application. Connie Wilson, Director of Public Works reminded the Park Board that even if the Grant gets approved, that did not mean the Park Board had to accept it.

It was agreed that Alderman Prailes would find out where the application and costs were at, and how would future grants be affected if they were to turn down the current proposed grant. It was also agreed upon that if the amount spent had not gone over \$500.00, that Alderman Prailes would request it not go any further. If it has, then they would wait to see at a later date, what choice they would make regarding the Echo –Steinhoff Park connection.

There being no further items for discussion, Chairman Eisenhardt entertained a motion for adjournment. Motion to adjourn made by Alderman Prailes, seconded by Commissioner Turke. All voted aye, and Chairman Eisenhardt adjourned the meeting at 7:43 P.M.

Minutes Respectfully submitted by:



Deb Rintamaki

Department of Public Works

**City of Burlington Housing Authority
Riverview Manor**

June 23, 2011

The regular monthly meeting of the City of Burlington Housing Authority was held on Thursday, June 23rd.. 2011, 6:30 P.M. at Riverview Manor. The meeting was called to order by Chairman Lapp.

COMMISSIONERS PRESENT: Chairman Lapp, Vice-Chairman Stublely, Secretary Heck, Commissioners Stoeher, Iselin , Resident Manager, Dorothy Henning. and new part-time assistant, Cheryl Oaks

Minutes from the May 19th. 2011 meeting was dispersed to board members and a motion was made by Stublely, seconded by Iselin to approve the minutes as read, carried unanimously.

FINANCIAL REPORT:

Reserve Account balances as of May 31, 2011

Talmer Bank FBC	\$ 38,363.92
M&I Bank	<u>\$ 15,133.09</u>
TOTAL	\$ 53,497.01

OCCUPANCY REPORT:

Manager Henning reported that all units are occupied with 12 on the waiting list for one bedroom unit and 3 for two bedroom units.

BUILDING AND MAINTENANCE:

- Poblocki Paving is scheduled to start the patching, sealing and re-striping the parking lot at Riverview Manor on Monday June 27th. Manager Henning will contact them to verify the date and time so residents can remove their vehicles from the lot.
- Board members discussed the replacement and costs of the resident numbered parking signs and porta-bases, as well as the need for work on or replacement of the posts for these signs. Chairman Lapp will contact Connie Wilson to discuss where the 8 that were installed in 2002 were purchased and who paid for them.
- Manager Henning stated that the carpet cleaning has been completed in the halls and common areas.

- The new computer purchased from Micro-Computer Services is up and running.

COMMUNICATIONS:

- Copies of the monthly bills and operating statement were dispersed and reviewed by board members.

NEW BUSINESS:

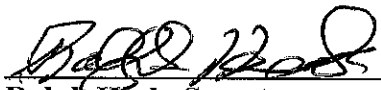
- Manager Henning and board members discussed the possibility of giving a small stipend to the residents that work so diligently and giving of their time, personal supplies and decoration every season and special holidays to decorate, plant flowers inside and out and personally care for them. This will be reviewed and acted upon in the future.
- Manager Henning requested and received approval from the board members to apply for a credit card to be used for catalog and purchases that cannot be done without credit standing or credit card.

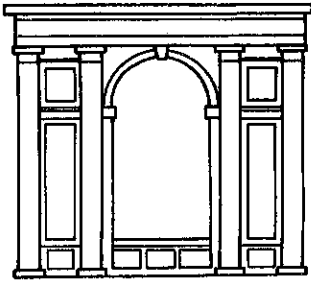
UNFINISHED BUSINESS:

- Raises for Riverview Manor employees were approved by board members at the May meeting however there has since been discussion about the wages of housekeeping employee, Pat Bayer. She goes above and beyond her given duties and responsibilities and therefore board members felt her raise should be increased. A motion was made by Heck, seconded by Stoechr to increase her wages to \$12.50 per hour instead of \$12.10. Motion carried unanimously.

ADJOURNMENT:

There being no further business, motion to adjourn was made by Stoechr, seconded by Stubley and carried unanimously. Meeting adjourned 7:25 P.M. The next monthly meeting is tentatively scheduled for July 21st, 2011

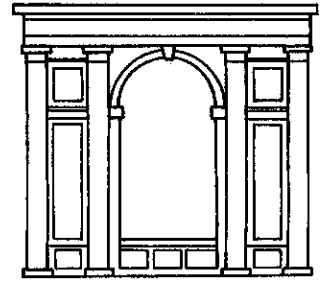

Ralph Heck, Secretary



Burlington Public Library

166 East Jefferson Street • Burlington, Wisconsin 53105
(262) 763-7623 • Fax (262) 763-1938

www.burlingtonlibrary.org



Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, June 28, 2011 in the Burlington Public Library Meeting Room. Present were Steve Rauch, Pat Hoffman, Penny Torhorst, Kay Pockat, Dianne Boyle, Scott Johnson, and Pat Hurley. Excused was Mike Kelly. Also present were Library Director Gayle Falk and Administrative Assistant Linda Berndt.

Torhorst called the meeting to order at 4:01.

Election of Officers and Committee Appointments: Hurley nominated Hoffman for the open position of Secretary/Treasurer. Hoffman accepted the nomination. Nomination passed unanimously. Hurley moved and Johnson seconded the motion to accept the slate of officers as presented with Penny Torhorst as President, Scott Johnson as Vice President and Pat Hoffman as Secretary/Treasurer. Motion passed. Torhorst then made the following committee appointments:

Building & Grounds - Hurley, Rauch, Johnson

Personnel - Hoffman, Pockat

Finance - Torhorst, Boyle, Kelly

Minutes of the May 24, 2011 meeting were approved. Hoffman moved, and Johnson seconded. Motion passed.

The June 2011 General Fund Bills, Prepaids, Reimbursements and May 2011 General Fund Deposits were discussed and approved. Hurley moved approval and Hoffman seconded. Motion passed.

Hurley moved and Johnson seconded the motion to approve the June Trust Fund Bills and the May Trust Fund Deposits. Motion passed.

Committee Reports: There have not been any committee meetings recently. There will be budget meetings starting soon. Falk reported there will be some Citizens Budget Committee meetings where she will be presenting the Library Budget. She will update the Board as soon as she has any information.

Federated Library Report: The Lakeshores Library System is also experiencing budget cuts. Falk will be attending a Wingspread Seminar on July 11th discussing different ways libraries should approach funding.

Old Business:

Friends: - Booksale: We will need to rent a tent this year. Arrangements have been made for marking the park for underground wires. DPW/ Water Dept. will lend us tables and help us setup. Julie Caufield is in

charge of scheduling the workers during the sale. Johnson, Hoffman, Boyle, Pockat, and the Torhorsts volunteered to work.

The Friends have received over \$13,000.00 so far for the computer fundraising project. We will be ordering computers, software and desks. After the computers are in place we will consider ordering some laptops for patrons' use. New software will enable the patrons to log themselves on at the computer.

New Business:

Summer Reading Program: Everyone should take a look at the children's side of the library. It has been decorated for the theme One World Many Stories. The children's SRP is in full swing and many children are participating.

The SRP for adults is called Novel Destinations. Twenty people have signed up to take part in the program. There are weekly prizes and a grand prize of a \$40.00 gift card to Amazon.

Falk asked everyone to look at the children's early learning computers. They are used all the time by small children. We have an iPad, Nook and Kindle for people to use here in the library. We have also started to check out the Kindles to patrons for home use.

Procedures for Overdue Items: Falk reported that, after sending a letter to a patron with over \$400 of overdue library materials, she referred the matter to the police. Almost all the materials were returned the same day.

Budget updates: Falk talked about the budget in Madison. Library maintenance of effort, originally set up to protect libraries participating in library systems, was eliminated.

Wiscnet, a not for profit Internet provider, was originally eliminated in Joint Finance. In the actual budget bill, Wiscnet was restored and will be studied for the next two years. Wiscnet provides low cost Internet access for schools and libraries, including the University of Wisconsin, among others.

Directors Report: Gayle reported that the walk-in numbers were down but the internet, Circ and reference numbers are up.

Falk mentioned to the Board there has been some concern that during the Farmers Market there are many people using our parking lot. In an effort to help make room in the parking lot—and support the farmer's market-- the Library staff has been parking on the road or in the parking structure during market hours. Falk is giving out weekly "door prizes" as a thank you to the staff for their support and cooperation. Carol Reed has talked to the Vendors to make sure they are not parking in the Library lot. Gayle is monitoring the number of cars in the lot during the market and will keep the Board informed.

Gayle and Joy, the children's librarian, have been working on a section of the Parent-Teacher collection for books designed to initiate discussion of social issues, following a request by a parent.

Falk mentioned that we have had several people in the last several years that have been banned from the Internet. Our procedure is that a person who is banned by the director from Internet use can appeal to the Library Board.

BPL in the news: There were calendars of events in the newspaper and also two articles.

Public Communication to the Board: There is nothing at this time.

Meeting was adjourned at 4:46 PM. Pockat moved and Boyle seconded. Motion passed.

Our next meeting will be on Tuesday, July 19th at 4:00 PM in the Burlington Public Library meeting room.

Respectfully submitted,

A handwritten signature in cursive script that reads "Steve Rauch".

Steve Rauch
Aldermanic Representative



CITY OF BURLINGTON

City Clerk

300 N. Pine Street, Burlington, WI, 53105
(262) 342-1161 – (262) 763-3474 fax
www.burlington-wi.gov

Common Council Agenda Item Number: 10	Date: August 2, 2011
Submitted By: Beverly R. Gill, City Clerk	Subject: Licenses

Details:

Please see the attached list of Operator's and Business Licenses for approval.

Operator's Licenses

Beison, Kimberly D.
Bontly, Luz M.
Cardinal, Brooke L.
Holt, Justin N.
Katris, Koustantinos C.
McIntyre, Lisa M.
Milroy, Bernard J.
Williams, Sondra A.

"Class B" Combination

Name: Lucky Star LLC
Agent: Miguel B. Aguirre
Address: 365 South Elmwood Avenue
Trade Name: Lucky Star Restaurant
Address: 864 Milwaukee Avenue

"Class B" Combination

Name: WAN, LLC
Agent: Kevin S. Bird
Address: 2903 So. Browns Lake Drive
Trade Name: BBC
Address: 217 North Pine Street

Options & Alternatives:

As there is only one "Class B" Combination license available, Council must take a vote as to which business should receive it.

Financial Remarks:

Applicants are charged a fee of which a portion funds the background checks performed by the Police Department. Business licenses fees are calculated on a case by case basis depending on the type of license applied.

Executive Action:

Staff recommends the Common Council accept the presented licenses at the August 2, 2011 Council meeting.

**Police Department**

224 E. Jefferson Street, Burlington, WI, 53105
(262) 342-1100 – (262) 763-5158 fax
www.burlington-wi.gov

Common Council Item Number: 13A	Date: August 2, 2011
Submitted By: Peter A. Nimmer, Chief of Police	Subject: Resolution 4489(14) approving the award of a Base Radio Station with Digital Repeater and Radio Console to General Communications not-to-exceed amount of \$97,973.30.

Details:

The 2011 Police Department budget includes the purchase of a Base Radio Station/Repeater and Radio Console. The FCC has mandated changes to public safety radio frequencies. By January 1, 2013 all radios operating in the public safety license pool must begin to operate on narrow-band frequencies. The purchase of this base radio and digital repeater will make us compliant with the federal law and we will not incur federal fines. In addition to be narrow-banded we will also be able to transition to a digital frequency with this new base radio and digital repeater.

Our current dispatch radio console was purchased in 1998. At the time of purchase it was intended to be a temporary solution and was not designed for a main dispatch console. As a result it is limited in its capabilities as well as being relatively old and becoming less reliable. This new radio console will integrate with the new Emergency 911, the new base radio station and our telephone system. This radio console will also be digital capable allowing us to move to digital if we choose. This will be a touch screen station which will provide all information in one location and the dispatcher will have quicker access to the information and thus be able to provide the officers with the information more quickly. The new radio console requires us to remove all existing equipment, wiring, etc. and that will be replaced with a new work station that is compatible with all of the upgrades.

It should be noted if we move to digital we will still be able to communicate with all other agencies including our fire department and rescue squad on their current analog frequencies. In addition the new digital portable radios we purchased through the grant are digital and we will function as intended with this base radio and radio console. There are several advantages of moving to digital. In the future more and more agencies will be on digital, analog radios may become obsolete in the future, a clearer sound, and a greater range of reception.

The Police Department opened the bidding process for these items on March 24, 2011 and closed the bid on April 15, 2011. One bid was received in response to specifications developed by the Police Department from General Communications submitted a bid for \$97,973.30.

Options & Alternatives:

The City Council could choose not to replace the base radio station and radio console. However, narrow-banding is required by January 2013 and the reliability and functionality of our current system is not where it needs to be and will not integrate with the new Emergency 911 system.

Financial Remarks:

This item has been included in the 2011 Police Department Equipment Replacement Fund. This purchase is under the budgeted amount of \$108,330.

Executive Action:

This item was discussed at the July 18, 2011 Committee of the Whole meeting and is placed on the August 2, 2011 Common Council meeting for consideration.

Resolution No. 4489(14)
Introduced by: Committee of the Whole

**A RESOLUTION APPROVING THE AWARD OF A BID FOR A BASE RADIO WITH
DIGITAL REPEATER AND RADIO CONSOLE FOR THE CITY OF BURLINGTON
POLICE DEPARTMENT TO GENERAL COMMUNICATIONS FOR A
NOT-TO-EXCEED PRICE OF \$97,973.30**

WHEREAS, on June 1, 2004 the Common Council did approve Resolution 3812(18), a Resolution Adopting a Purchasing Policy for the City of Burlington and on May 16, 2006 approved Resolution 4015(3), updating such Purchase Policy; and,

WHEREAS, the Purchasing Policy requires that all non-construction related Budget Items requiring expenditures of \$15,000 or more be reviewed and pre-approved by the Common Council; and,

WHEREAS, the Council may direct, at its discretion, that the item is to be bid in the same manner as construction contracts, or that it is to be combined with or included in another governmental bid, but shall not be required to do so; and,

WHEREAS, the Police Department is scheduled to purchase a Base Radio Station and Radio Console for our Dispatch Center with funds included in the 2011 Police budget; and,

WHEREAS, the Police Department has requested proposals from General Communications, RC Electronics, and Radicom for these items,

WHEREAS, the purchase of the Base Radio with Digital Repeater and Radio Console from General Communications, for the not-to-exceed amount of \$97,973.30, has been recommended by the Chief of Police.

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Burlington that the purchase of the aforementioned Base Radio and Radio Console is hereby approved for the total amount of \$97,973.30.

Introduced: July 18, 2011
Adopted:

Robert Miller, Mayor

Attest:

Beverly R. Gill, City Clerk



CITY OF BURLINGTON

Police Department

224 E. Jefferson Street, Burlington, WI, 53105
(262) 342-1100 – (262) 763-5158 fax
www.burlington-wi.gov

Common Council Item Number: 13B	Date: August 2, 2011
Submitted By: Peter A. Nimmer, Chief of Police	Subject: Resolution 4490(15) approving the award of a 911 System to Intrado, Inc. (AT&T) not-to-exceed amount of \$119,975.78

Details:

The 2011 Police Department budget includes the purchase of a new Emergency 911 system. This will replace our current out of date 911 system that is over 20 years old. Our system currently operates on analog technology using circuits and switches developed by AT&T. The manufacturer has discontinued making this system and it is no longer supported by any company. Replacement parts for our current system will soon become unavailable.

This new Emergency 911 Enhanced system is at the cutting edge of 911 technologies and offers the widest range of telephonic integration. This system will ensure that our 911 system continues to work effectively and efficiently. It will also be able to keep pace with changes in future technology due to the fact it is software base driven and more efficiently upgradeable. This will also ensure that our system is compliant with Wisconsin 2012 deadline for all 911 systems to be "Next Generation Software". This system will integrate with the proposed new dispatch radio and console.

The Police Department opened the bidding process for the 911 system on April 15, 2011. Two bids were received in response to specifications developed by the Police Department.

- Intrado/AT&T submitted a bid for \$119,975.78
- Radicom submitted a bid for \$165,215.00

I recommend that the council award the contract for the Emergency 911 System to Intrado/AT&T for \$119,975.78.

Options & Alternatives:

The City Council could choose not to replace our current 911 system. As discussed last year AT&T will not be able to service our current system as parts are no longer available. In addition, if we did not replace our current system we will not meet the 2012 deadline requiring all Wisconsin Municipalities to be upgraded to "Next Generation Software" for Emergency 911 systems.

Financial Remarks:

This item has been included in the 2011 Police Department Equipment Replacement Fund. This purchase is \$19,975.78 over the budgeted amount. This is a result of the increases in material and a slight change in the technology that have occurred since budget preparations for this item.

Executive Action:

This item was discussed at the July 18, 2011 Committee of the Whole meeting and is placed on the August 2, 2011 Common Council meeting for consideration.

Resolution No. 4490(15)
Introduced by: Committee of the Whole

**A RESOLUTION APPROVING THE AWARD OF A BID FOR A POSITRON VIPER 911
SYSTEM FOR THE CITY OF BURLINGTON POLICE DEPARTMENT TO INTRADO, INC.
FOR A NOT-TO-EXCEED PRICE OF \$ 119,975.78**

WHEREAS, on June 1, 2004 the Common Council did approve Resolution 3812(18), a Resolution Adopting a Purchasing Policy for the City of Burlington and on May 16, 2006 approved Resolution 4015(3), updating such Purchase Policy; and,

WHEREAS, the Purchasing Policy requires that all non-construction related Budget Items requiring expenditures of \$15,000 or more be reviewed and pre-approved by the Common Council; and,

WHEREAS, the Council may direct, at its discretion, that the item is to be bid in the same manner as construction contracts, or that it is to be combined with or included in another governmental bid, but shall not be required to do so; and,

WHEREAS, the Police Department is scheduled to purchase a Positron Viper 911 System for our Dispatch Center with funds included in the 2011 Police budget; and,

WHEREAS, the Police Department has requested proposals from Intrado, Inc (AT&T); GeoComm and Radicomm, Inc. for a 911 System.

WHEREAS, the purchase of a Positron Viper 911 System from Intrado, Inc, (AT&T), for the not-to-exceed amount of \$119,975.78, has been recommended by the Chief of Police.

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Burlington that the purchase of the aforementioned 911 System is hereby approved for the total amount of \$119,975.78.

Introduced: July 18 , 2011
Adopted:

Robert Miller, Mayor

Attest:

Beverly R. Gill, City Clerk



CITY OF BURLINGTON

Police Department

224 E. Jefferson Street, Burlington, WI, 53105
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Common Council Item Number: 13C	Date: August 2, 2011
Submitted By: Peter A. Nimmer, Chief of Police	Subject: Resolution 4491(16) approving the purchase of eight mobile radios from General Communications not- to- exceed amount of \$13,960.

Details:

The Police Department is in a position to move to a digital narrow banded frequency because of the grant money we received to purchase 23 handheld radios along with our budgeted base radio, console, and repeater being installed this year. The last remaining item that would need to be upgraded and replaced to complete our changeover to digital is our mobile radios in the squads. I am proposing we purchase these even though they were not budgeted because of the unique position the police department is as stated above. We have the opportunity to complete the change to digital this year with the purchase of these radios. At some point in the future the mobile radios would need to be replaced as some of them were purchased in early 2000 and are not capable of being narrow banded and/or reaching the end of their reliability.

It should be noted if we move to digital we will still be able to communicate with all other agencies including our fire department and rescue squad on their current analog frequencies. In addition the new digital portable radios we purchased through the grant are digital and we will function as intended with this base radio and radio console. There are several advantages of moving to digital. In the future more and more agencies will be on digital, analog radios may become obsolete in the future, a clearer sound, and a greater range of reception.

I recommend the City Council approve the purchase of the Mobile Radios from General Communications for \$13,960.

Options & Alternatives:

The City Council could choose not to replace our current mobile radios or could choose to replace a certain number of mobile radios at this time. However, if we do not replace the mobile radios will not be able to implement a digital frequency completely and effectively. We will have digital handheld radios and analog mobile radios. So we will have to stay analog if we do not replace the mobile radios.

Financial Remarks:

This item was not included in the 2011 Police Department Equipment Replacement Fund.

Executive Action:

This item was discussed at the July 18, 2011 Committee of the Whole meeting and is placed on the August 2, 2011 Common Council meeting for consideration.

Resolution No. 4491(16)
Introduced by: Committee of the Whole

**A RESOLUTION APPROVING THE PURCHASE OF DIGITAL MOBILE RADIOS FOR
THE POLICE DEPARTMENT IN THE AMOUNT OF \$13,960**

WHEREAS, on June 1, 2004 the Common Council did approve Resolution 3812(18) a Resolution Adopting a Purchasing Policy for the City of Burlington; and,

WHEREAS, the Purchasing Policy requires that all non-construction related Budget Items requiring expenditures of \$15,000 or more to be reviewed and pre-approved by the Common Council; and,

WHEREAS, the City of Burlington Police Department will be upgrading and replacing the analog radio system to a digital system requiring an upgrade in the squad car mobile radios; and,

WHEREAS, the upgrade of mobile radios is necessary for the Police Department to receive and transmit on a digital frequency; and,

WHEREAS, the purchase of Kenwood VHF mobile radios from General Communications for the not-to-exceed price of \$13,960 has been recommended by the Chief of Police.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington that purchase of the aforementioned mobile radios is hereby approved for the amount not-to-exceed \$13,960.

Introduced: July 18, 2011
Adopted:

Robert Miller, Mayor

Attest:

Beverly R. Gill, City Clerk



CITY OF BURLINGTON

Administration Department
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1161 – (262) 763-3474 fax
www.burlington-wi.gov

Common Council Item Number: 15A	Date: August 2, 2011
Submitted By: Kevin Lahner, City Administrator	Subject: Motion 11-720 to consider rescheduling the August 16 th COW and Council meetings.

Details:

Due to the Recall Election on Tuesday, August 16th, the Committee of the Whole and Common Council meeting will need to be rescheduled. Staff recommends rescheduling it to the following day, Wednesday, August 17th.

Options & Alternatives:

The Council may choose another date other than August 17th to schedule the meetings.

Financial Remarks:

N/A

Executive Action:

This item was discussed at the July 18, 2011 Committee of the Whole meeting and is placed on the August 2, 2011 Common Council meeting for consideration.